

Minnesota State University, Mankato

Surplus Tag

This information is required for the Department of University Stores/Material Control to properly advertise and announce what is for surplus sale. Affix this surplus tag form to the item to be picked up by the Department of Receiving and Delivery Services. **Items will not be moved unless this surplus tag is attached.**

Short description of items to be surplusd: _____

Serial # _____ State # _____

Manufacture's model # or ID description: _____

General condition Poor Fair Good

What has this been used for in the past?

Are there any known defects? _____

Department

Date

This document is available in alternative format to individuals with disabilities by calling the Department of University Stores at 507-389-1478 (V), 800-627-3529 or 711 (MRS/TTY).
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